



## EMPLOYMENT OPPORTUNITIES YOUTH CORRECTIONS OFFICER I

Source Code: DJW

**Ann. #:** YCO I-OC  
**Opening Date:** August 13, 2004  
**Closing Date:** Open Continuous\*  
**Job Code:** ACV39011  
**HRIS Grade:** SR (15)  
**Salary Range:** \$25,198 - 39,133\*\*

\*\*After successful completion of one year of service as a YCO I, salary is adjusted based on the YCO I Pay Plan.

**Positions in this classification participate in the (20 year) Corrections Officer Retirement Plan (CORP).**

**Resumes are being accepted on an open continuous basis for anticipated openings at:**

- Adobe Mountain School, 2800 W. Pinnacle Peak Road, Phoenix, AZ
  - Black Canyon School, 24601 N. 29<sup>th</sup> Ave, Phoenix, AZ
  - Southwest Regional Juvenile Corrections Complex, 26701 S. Hwy 85, Buckeye, AZ \*\*
- \*\*An additional \$2,500.00 geographic stipend for Buckeye location/subject to eligibility criteria.

**These institutions require 24 hour coverage 7 days per week. Youth Corrections Officer I's, will be required to be available for working rotating shifts including weekends and/or holidays.**

**Position:** Youth Corrections Officer I staff members are responsible for the supervision, care, and custody of youth within a secure care school, including providing a physically safe and secure environment. They are required to provide services beyond custodial care and are required to be skillful in Behavioral Management techniques, crisis management, health and safety issues, and have exceptional interpersonal and communication skills.

**Work Conditions:** Shift work, exposure to hazards associated with supervision and interaction with potentially dangerous individuals, including responding to emergency situations with potential of physical danger. Travel and transportation of potentially dangerous individuals may be required. Work is performed both inside and outside extremes of Arizona desert heat and temperatures.

**Knowledge, Skills and Abilities:** Six months experience working with youth (paid or non-paid experience) in structured programs or organized activities OR successful completion of 15 credit hours in social, behavioral, or recreational sciences towards a Bachelor's Degree will substitute for the required experience.

**Preferred Experience:** Working with At RiskYouth, i.e., Diversion Programs, Secure Care Environment; and a good driving record with a valid AZ Drivers License. Bilingual skills in Spanish/English preferred but not required.

**How to Apply:** Interested applicants must submit a comprehensive resume with a detailed work history, noting the source code and certified copy of transcripts if qualifying through education to:

Arizona Department of Juvenile Corrections  
Attn: Kim Kemp, Employment Analyst  
1624 West Adams  
Phoenix, Arizona 85007  
(fax# (602) 542-9248)  
[EOKCK@dj.state.az.us](mailto:EOKCK@dj.state.az.us)

For details regarding the position duties contact Kim Kemp, Employment Analyst at 602-542-4156. If calling from outside the metropolitan Phoenix area, call 1-800-804-5669.

Self nomination does not guarantee referral onto a hiring list, but does insure that your resume is reviewed.

**\*Resumes received by 9/6/04 will be reviewed and considered for the 9/11/04 test date. A register will be developed for future academy start dates.**

**Selection Process:** Applicants must meet the KSA's to be considered for employment. Applicants will be required to successfully complete a Willingness Survey; written exam; oral/panel interview exam; criminal background investigation; and a post-offer pre-placement medical/physical exam. Applicants who successfully complete all of the components of the selection process as described above must attend the New Pre-Service Training Academy, located in Phoenix for 7 weeks. Upon successful completion of academy, graduates will receive a certificate of completion and 13 college credits. Additional college credits (3) will be given upon successful completion of a two-week on the job training course at the facility.

Candidates may be offered a position contingent upon completion of a full background check. Our full background check includes: A review of the national Criminal Justice Information System, fingerprint results, contact with local police department(s) in areas that you have lived, employment history and contacting personal references. The results of the full background check may affect your continued employment with ADJC.

**If you are invited to test:** Please bring the completed Background Questionnaire and Application form with you to testing. You can access this form at our web site: <http://www.adjc.az.gov/Offices/HR/HRHome.htm> (access the Youth Corrections Officer I link at this web address).

**Applicant must be able to achieve an Arizona State Drivers License prior to completion of training academy.**

In compliance with the Americans with Disabilities Act (ADA), the Arizona Department Juvenile Corrections will make reasonable accommodation(s) during any and all phases of the selection process for individuals with a disability and/or make this announcement available in alternative format. Please contact the Employment Unit at 602-542-4132 to request an accommodation(s) or an alternative format.

**AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATIONS EMPLOYER COMMITTED TO A DIVERSE WORKFORCE**